

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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November 5, 2002

FROM: DAVE GIBSON, Director
 Facilities Management Department

SUBJECT: INCREASE PURCHASE ORDER FOR ELEVATOR SERVICES

RECOMMENDATION: Authorize the Purchasing Agent to increase Purchase Order #T1671 to Schindler Elevator Corporation for a total of \$65,000 for the continued preventive maintenance and repair to building elevators at three locations.

BACKGROUND INFORMATION: Pursuant to County Policy 11-05, departments are required to seek Board of Supervisors approval when requesting services from any one vendor in excess of an amount of \$25,000 per fiscal year. To date, the Facilities Management Department has paid \$20,399.65 to Schindler Elevator Corporation for elevator repair and maintenance services and anticipates additional expenses of \$44,600.

The Facilities Management Department is responsible for all maintenance to County-owned elevators. The Schindler Elevator Corporation currently provides maintenance service to the elevator equipment at West Valley Detention Center located at 9500 Etiwanda Ave., Rancho Cucamonga and The Hall of Records building located at 222 West Hospitality Lane, San Bernardino and have issued Purchase Order #T1671 for this service.

The increase of costs for this vendor is caused by the recent consolidation of Schindler Elevator Corporation with Millar Elevator Company. The Millar Elevator Company performed the maintenance and repair service for the elevator equipment located at Rancho Cucamonga Foothill Law and Justice Center located at 8303 Haven Ave., Rancho Cucamonga. Due to the consolidation, Schindler Elevator Corporation is now responsible for the maintenance of the elevator equipment at the Rancho Cucamonga Foothill Law and Justice Center, and the requested increase in the purchase order will cover anticipated FY 02-03 expenses for the elevators at all three sites now serviced by the Schindler Elevator Corporation.

The Facilities Management Department is currently developing a Request for Proposal for elevator maintenance service throughout the county.

REVIEW BY OTHERS: This item has been approved as to legal form by County Counsel (Jean-Rene Basle, Deputy County Counsel) on October 23, 2002; reviewed by the Purchasing Department (Leo Gomez, Supervising Buyer) on October 23, 2002 and the County Administrative Office (Lynn Chacon, Administrative Analyst) on October 23, 2002.

FINANCIAL IMPACT: There is sufficient appropriation available in the FY 2002/2003 Facilities Management Maintenance Division Budget (AAA FMM FMM). Approval of this purchase order will not result in any additional local cost.

SUPERVISORIAL DISTRICT: Second and Fifth

PRESENTER: Dave Gibson (387-2230)

Record of Action of the Board of Supervisors